

**Memorandum of the Meeting
Twenty-Seventh Town Council
Regular Study Session
Monday, August 20, 2012**

The Highland Town Council met in its standing regular study session on Monday, August 20, 2012 at 7:12 o'clock p.m. in the regular place, the Council upper meeting chambers of the Highland Municipal Building.

Silent Roll Call: Councilors Bernie Zemen; Mark A. Herak; Dan Vassar; Brian Novak; and Konnie Kuiper were all present. A quorum was established.

The Clerk-Treasurer, Michael W. Griffin, was present to memorialize the meeting.

Also present: Rhett Tauber, Town Attorney; Kenneth J. Mika, Building Commissioner; Cecil Petro, Redevelopment Director; Michael Maloney, Redevelopment Commission President; John M. Bach, Public Works Director; and Ed Dabrowski IT Director (Contract) were also present.

In addition, John Mateyko, Vice Commander Department of Indiana, Military Order of the Purple Heart was also present.

General Substance of Matters Discussed

1. With leave from the Town Council, Mr. John Mateyko Vice Commander Department of Indiana, Military Order of the Purple Heart, presented an appeal for the Town Council to declare the portion of the Indianapolis Boulevard (US Highway 41) as a "Purple Heart Trail". The Order of the Purple Heart would provide signs to acknowledge the designation that would be placed at the southern and northern access points of Indianapolis Boulevard. Mr. Mateyko presented a sample resolution. It was suggested that the resolution be adapted for the Highland Town Council and placed upon the agenda for the August 27, 2012 meeting.
2. The Town Council, Town Attorney, Building Commissioner, Redevelopment Director and Redevelopment Commission President discussed the proposed vacant buildings standards promulgated by the Redevelopment Commission and the Existing Maintenance Standards Code. The Building Commissioner joined by the Town Attorney, indicated that many of the provisions in the redevelopment proposal were already contained in the Maintenance Code. It was noted some provisions were not. It was suggested that these be integrated into the existing maintenance code to enhance it pursuant to the objectives of the suggested by the redevelopment proposal.

The discussion included exploring whether enforcement resources were sufficient for code enforcement generally. It was also noted that in many other jurisdictions, employ code enforcement to encourage development or sales of vacant properties that languish while owners wait for a selling price to which the market is unresponsive. The merit of a suggested provision for a monthly vacant property or building registration fee of \$25 per month was also discussed.

The redevelopment director indicated that she would review the existing maintenance ordinance to determine the overlap and work with the building

commissioner and Town Attorney to integrate where needed the non-overlapping redevelopment vacant property proposals.

The Town Attorney and the Redevelopment Director departed at this time.

3. The Building Commissioner, as the designated ADA Coordinator, presented a proposal seeking to engage First Group Engineering to prepare the State and Federally mandated American with Disabilities Act (ADA) Transition and Compliance Plan for the Town. It was noted that the engagement for services was for a fee not to exceed \$44,000. The Clerk-Treasurer indicated that there may be funding for this without resort to an additional appropriation. The matter would be set for the meeting of August 27, 2012.
4. The Town Council and the Public Works Director discussed the suggested split of costs associated with damage to a carpet at 8806 Wildwood and a suggested sharing of remedial cost between the Town of Highland and Garcia Consulting. A works board order had been prepared to authorize a proposed settlement, based upon goodwill. The matter would be slated for the August 27, 2012 meeting agenda.
5. The Town Council and the Public Works Director discussed the status of paving projects, including the final paving of 8700 block of Parrish Avenue. It was noted that the delay awaited the completion of the sewer separation projects in that neighborhood. However, the Public Works Director suggested that he could accelerate the completion and work to have the final paving be applied before the end of the year.

The discussion included a resident inquiry from the 2800-2900 block of Garfield regarding resurfacing. It was noted that the 3300, 3400, and 3500 blocks of Garfield had been resurfaced.

The Public Works Director reported that paving costs had increased significantly.

The Town Council and the Public Works Director discussed repairing the front steps of the municipal building. It was noted that some repair could be made. It was further suggested that any repair should be mindful of the aspiration to replace the municipal building as part of the Town Council's improvement goals.

6. The Town Council and the Public Works Director discussed maintenance of parkways and medians (boulevards) as well as sidewalks on certain public ways and the desire to enforce their care. Many of the public ways discussed included Jewett Street, Kennedy Avenue, Highway Avenue, and Indianapolis Boulevard – particularly the segments that host commercial development.

It was noted that the existing parkway maintenance ordinance might govern some of the concerns raised by the Town Council. It was further noted that additional maintenance duties were not assigned for the islands or medians in the several boulevards in town for mowing and some parts of the landscaping in the downtown section of Highway Avenue. The Public Works Director renewed a suggestion to establish economic improvement district, as described in state law, IC 36-7-22.

7. The Town Council and the Public Works Director discussed the installation of wayfinding signs to assist visitors to town. It was suggested that they be modeled after some that may be in Naperville. The suggestion included finding some that

were illuminated at night. The Public Works Director noted that the Redevelopment Director had been an advocate for such signage and had done some work on the matter. He would consult with her and perhaps review the Naperville Illinois example.

8. The Town Council and the Public Works Director discussed the intersection of 45th Avenue and Cline Avenue. The Public Works Director reported that when the improvement project was undertaken in that area by the Town of Griffith, no provision for sidewalk installation was made for the section of southwest corner of Strack and Van Til's Grocery. However, there is still a crosswalk pedestrian sign for the intersection, which connects, to a part of the curb that has no sidewalk. It was further suggested by the Public Works Director that the pedestrian walk sign be removed for those approaches that do not lead or connect to a corner in which there is a sidewalk. No objection was raised by the Town Council.
9. The Town Council discussed the status of the current public works and purchasing codes for the Town and whether they had been amended to include the modified thresholds allowed under recent changes to state law. It was noted that they had not. The Parks and Recreation Department inquired about the need for the update.
10. The Town Council discussed whether it should begin to move forward on its desire to construct a Public Safety facility on the adjoining property to the municipal building, and whether there would be action to move the public works facility from its current location. The discussion included acknowledgement that a property owned on ridge road, was still not available for sale. It was further noted that eminent domain might need to be exercised to support its acquisition if needed for the development of the public safety building. Nothing further was discussed.
11. The Town Council discussed the desire of the Town Council President to place before the Town Council the matter of the controlled permit request made by the Highland Chamber of Commerce for its annual Midwest Zest Fest, and denied at the Town Council meeting of August 13, 2012. The discussion included a rationale based upon its reliance on a representation made by the Town Council President that the Chamber could move forward, not taking into account the controlled event permit ordinance. It was further noted that the promotional materials included the beer tent as part of the zest fest. Councilor Novak, who supported the request at the meeting of August 13, 2012, expressed his objection to reconsidering the matter once the Town Council has acted. The Town Council President indicated that the matter would be on the Agenda for the Meeting of August 27, 2012.

There being no further business to discuss, the regular study session of Monday, August 20, 2012 was adjourned at 8:24 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer